CURRICULUM VITAE

Chala Mekonnen

D.O.B: 27/03/19

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Adama, Oromia, Ethiopia.

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EDUCATION

2018 **AutoCAD, MS Office and SAP 2000**

2018 **Teaching English as a Foreign Language (TEFL)**

2012-2017 **BSc in Construction Technology Management**

***Dire Dawa University****, Dire Dawa Institute Of Technology*

Dire Dawa, Oromia, Ethiopia.

PROFESSIONAL EXPERIENCE

Since 2019 **Freelance Translating and Text Editing** (Amharic/English/Oromo)

Texts in areas of: Literature, Architecture, Civil Engineering,

Construction, IT, Website Editing, Advertisement, Art,

Certiﬁcates, Entertainment, Law, Social Sciences, Management,

Tourism & Travel, Wellness.

Since 2018 **Junior Office Engineer**

**Amenu Ajema General Contractor**, Adama, Ethiopia.

Prepare Takeoff Sheet, BOQ, Payment certificate

Extract data from AutoCAD, Analysis on SAP 2000.

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| --- | --- | --- | --- | --- | --- |
| LANGUAGES | UNDERSTANDING | | SPEAKING | | WRITING |
| Listening | Reading | Spoken Interaction | Spoken Production |  |
| English | C2 C1 C2 C2 C1 | | | | |
| Amharic | C1 C1 C1 C1 C1 | | | | |
| Oromo | C2 C1 C2 C2 C1 | | | | |

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user

DIGITAL SKILL

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| SELF-ASSESSMENT | | | | |
| Information processing | communication | Content creation | Safety | Problem solving |
| Proficient User | Proficient User | Proficient User | Proficient User | Proficient User |